

**MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD
WEDNESDAY, APRIL 19, 2017 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT
9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

Members present: Vicki Campbell, Chairman
Larry Walker, Vice Chairman
Deborah Benn
Lois Benson
Catherine Booker (arrived at 2:05 p.m.)
Chuck Kimball
Elvin McCorvey
Dale Perkins
Randy Ponson
Louise Ritz
Mike Steltenkamp
Josh Womack

Staff present: Steve Sorrell, Executive Director
Nathalie Bowers, Public Information Officer
John Daane, Director of Information Technology
Bill Johnson, Director of Engineering
Tim Haag, Director of Government Affairs
Linda Iversen, Executive Assistant to the Board
Jim Roberts, Public Information Officer
Patricia Sheldon, Director of Finance

ITEM A - INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Ritz provided the invocation and led the Pledge of Allegiance.

ITEM B - CALL TO ORDER

Chairman Campbell called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:03 p.m.

ITEM C - ADOPTION OF AGENDA

Mr. Sorrell advised the Committee that a revised Item H was before the members.

A motion was made by Ms. Benn, seconded by Mr. McCorvey, to adopt the agenda as presented and amended. Motion carried 11-0.

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ITEM D - OPEN FORUM

Mr. Jim Hunt, 11659 Wakefield Drive, Pensacola, FL, addressed the Committee concerning sewer expansion program maps that were presented to the 1999 Grand Jury and provided copies of same to the members. Mr. Hunt also spoke to County Ordinance 98-64 relative to the requirements for sewer expansion, as well as his perception that ECUA has failed in meeting the directive of a DEP consent order concerning sewer expansion.

Chairman Campbell requested that staff review the issues presented by Mr. Hunt and report back to the Committee. Upon questioning from Committee members, Mr. Sorrell stated the comments made by Mr. Hunt were not entirely correct, i.e. staff is ahead or on time with the requirements of the DEP consent order he made reference to.

ITEM E - APPROVAL OF MINUTES

A motion was made by Mr. Kimball, seconded by Mr. McCorvey, to approve the minutes of the regular meeting of January 18, 2017 as presented. Motion carried 12-0.

ITEM F - AWARD OF BID – HYDROFLUOSILICIC ACID

A motion was made by Mr. McCorvey, seconded by Mr. Kimball, that the Board award the contract for hydrofluosilicic acid to Dumont Company, Inc., the lowest bidder, at \$2.75 per gallon, with an anticipated expenditure of \$165,000.00 for the contract period, with funding from the appropriate budget line item. This contract is for a period of one year with two one-year optional extensions upon mutual agreement of both parties with no increase in price. Motion carried 12-0.

ITEM G - AUTOMATED PAYMENT OPTIONS

A motion was made by Ms. Benn, seconded by Mr. Kimball, that the Board approve exercising the option of the final one-year optional extension, through July 31, 2018, to the current contract with Kubra, EZPay to provide automated payment solutions. Motion carried 12-0.

Discussion was held concerning potential cost savings to ECUA associated with the automated payment options, and staff was requested to come back to the Committee with a response after some review is completed.

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ITEM H - EXTENSION OF CONTRACTS – GROUNDS MAINTENANCE

A motion was made by Mr. Kimball, seconded by Mr. McCorvey, that the Board approve the optional one-year extension of the current contracts for grounds maintenance at the CWRF, Regional Lift Stations, ECUA Office Complex, Ellyson Industrial Park, and Godwin Lane with Executive Landscaping in the amount of \$64,710; and ECUA lift station properties with Gulf Coast Environmental in the amount of \$49,104, with payment from the appropriate budget line item. Motion carried 12-0.

ITEM I - AUDITING SERVICES ENGAGEMENT LETTER

A motion was made by Mr. Perkins, seconded by Mr. McCorvey, that the Board renew the current contract with SC&G for audit services, and authorize the Executive Director to sign the proposed engagement letter with SC&G for the audit for the fiscal year ending September 30, 2017, with funding from the appropriate budget line item. Motion carried 12-0.

Ms. Benson stated that she feels it is time for ECUA to go out for bids on the auditing services, with Mr. Perkins also commenting that he agrees that ECUA needs to put out a Request for Qualifications (RFQ) next year as well.

ITEM J - INTERLOCAL AGREEMENT – CITY OF MOBILE, AL

A motion was made by Mr. Kimball, and seconded, that the Board approve the interlocal agreement between the ECUA and the City of Mobile, AL, to allow the ECUA, acting in conjunction with the MRF operator, to provide processing services for single-stream recyclables from Mobile, AL. Motion carried 12-0.

ITEM K - INTERLOCAL AGREEMENT – CITY OF ANDALUSIA, AL

A motion was made by Ms. Benson, seconded by Mr. Kimball, that the Board approve the interlocal agreement between the ECUA and the City of Andalusia, AL, to allow the ECUA, acting in conjunction with the MRF operator, to provide processing services for single-stream recyclables from Andalusia, AL. Motion carried 12-0.

ITEM L - FISCAL YEAR 2018 CAPITAL IMPROVEMENTS PROGRAM BUDGET

Held in Committee.

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Mr. Jim Hunt, 11695 Wakefield Drive, Pensacola, FL, addressed Items L and M, stating that he feels ECUA should have workshops for budget setting. Mr. Hunt also commented on various issues that he feels should be on the ECUA web site.

Ms. Benson stated that she would like to have a presentation of the sewer expansion needs, as well as where sewer system expansion has occurred. Staff indicated they would do a presentation at the May meeting.

ITEM M - CAPITAL IMPROVEMENT FEE

Held in Committee for action at the May meeting.

ITEM N - INFORMATIONAL REPORTS:

The following reports were presented for information only and did not require any action.

- (1) Financial reports for the period ended December 31, 2016
- (2) Water Production monthly report – January 2017
- (3) Water Production monthly report – February 2017
- (4) Water Production monthly report – March 2017
- (5) Water Reclamation monthly report – January 2017
- (6) Water Reclamation monthly report – February 2017
- (7) Water Reclamation monthly report – March 2017

ITEM O - UNFINISHED BUSINESS

None.

ITEM P - NEW BUSINESS

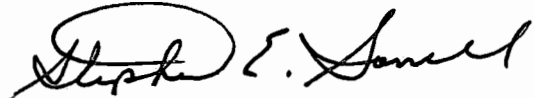
At the request of Chairman Campbell, Mr. Jim Roberts informed the Committee that, at the request of the Alabama Governor's office, he would be providing a presentation to that group on the ECUA's CNG program. Further, he has been invited to make a presentation of various programs that ECUA has implemented to the American Society of Civil Engineers (ASCE) in Orlando, FL.

ITEM Q - ADJOURNMENT

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman Campbell declared the meeting adjourned at approximately 3:39 p.m.

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Stephen E. Sorrell", written in a cursive style.

**Stephen E. Sorrell
Executive Director and
Secretary**

**APPROVED BY THE ECUA CITIZENS' ADVISORY
COMMITTEE IN A MEETING ON 05/17/17.**

- (X) Without corrections/amendments.**
- () With corrections/amendments being:**